

# City of Renton Customer Information Bulletin

# HOME OCCUPATION BUSINESS LICENSES

City of Renton Planning Division  
1055 South Grady Way-Renton, WA 98057  
Phone: 425-430-7200 Fax: 425-430-7231  
[www.rentonwa.gov](http://www.rentonwa.gov)

## What is a Home Occupation?

The city defines a home occupation as any commercial use conducted entirely within a dwelling or garage by the people who live there which is clearly *incidental* and *secondary* to the use of the dwelling as a residence. The dwelling unit must be the primary residence of the business owner in order to qualify as a home occupation.

## Are there any Home Occupations which aren't allowed?

Because they change the residential character of the structure that they occupy, the following uses are prohibited as home occupations:

- Kennels and other boarding for pets.
- Retail sales of products which are not wholesale or created at the site of the home occupation.
- Automobile and associated mechanical repairs.
- Businesses which dispense regulated substances.
- Businesses which require the outdoor storage or display of materials, goods, and/or products.
- Businesses which cause excessive noise, vibration, smoke, gas, dust, odor, heat or glare which is not typical of an ordinary dwelling unit.

## What if I want to operate a Family Day Care Home or Adult Family Home?

In order to ensure the safety and well-being of children and the elderly, family day care homes and adult family homes are in a special category which have their own state and local regulations. Please refer to "Family Day Care Home" information form, available at Renton City Hall or online at [www.rentonwa.gov](http://www.rentonwa.gov), or contact the Department of Social and Health Services at 1-800-422-7880 or [www.del.wa.gov/License/LicensingMain.shtml](http://www.del.wa.gov/License/LicensingMain.shtml) for more information on the special requirements.

## Where in my dwelling unit may I have the home occupation?

The home occupation can be anywhere in the dwelling, including the garage, so long as there is adequate access and it occupies no more than 25% of the floor space of the dwelling unit or 500 square feet, whichever is less.

### **What if I want customers to visit or deliveries to be brought to my home occupation?**

If your home occupation will be receiving customers or more than 6 business-related deliveries per week, additional requirements will need to be met:

- All property owners within 300 feet of the home occupation must be notified.
- The location of the home occupation will be inspected for compliance with the code and accuracy of the application.
- No more than 8 customer visits per day and no more than 1 customer at a time.
- Visits may only be between the hours of 8:00am and 8:30pm

### **Can I expand my parking area for customers and deliveries?**

No, the expansion of parking, both on and off-site, is prohibited for home occupations.

### **Can I hire employees for my home occupation?**

Yes, but you may only hire one individual employee who is not a resident of the dwelling.

### **Do I need to obtain a City Business License?**

Yes. You will need to fill out an *Application for City of Renton Business License: Home Occupation Form*. A business license application may be obtained at Renton City Hall, 1055 South Grady Way, Renton, WA 98057, in the Finance Department on the 1<sup>st</sup> floor.

Business License requirements and applications are also available online at [rentonwa.gov](http://rentonwa.gov). To access this information, go to the above address and:

1. Click on the Business tab
2. Click on the word "Land Use"
3. Click on "Business License Information"
4. Click on "Home Occupation Application"

### **Are There Any Other Permits That May be Required?**

If building additions, plumbing, mechanical, electrical or other utilities will be needed for the home occupation, additional permits will be required. Applications for these permits may be obtained on the 6<sup>th</sup> floor of Renton City Hall or online at [www.rentonwa.gov](http://www.rentonwa.gov). Depending on the type of business, other permits may be required by agencies such as the King County Health Department, which you should look into.

### **How long should I expect for the Home Occupation Permit to be issued?**

You should expect a period of 14-21 days for the decision maker to either approve or deny the permit application.

### **Who Should I Contact if I Have Additional Questions?**

If you have further questions regarding Home Occupations or the application form, please visit the Land Use Counter on the 6<sup>th</sup> floor of City Hall, 1055 South Grady Way, or call **(425) 430-7200**.